

M I N U T E S

PLACER COUNTY DEFERRED COMPENSATION MEETING

Friday, January 5, 2001

Treasurer-Tax Collector's Conference Room

In attendance:

Ann Craig, Personnel Department
Jenine Windeshausen, Treasurer-Tax Collector
Nancy Nittler, Personnel Director
Kathy Martinis, Auditor-Controller
Dave Irwin, Auditor-Controller's Office
Jacquie Flecklin, Library/PPEO Representative
Therese Leonard, County Executive Office
Ron Ashford, Deputy Sheriff's Association
Ken MacHold, Deputy Sheriff's Association

I. Call to Order

The meeting was called to order at 10:05 a.m.

II. Election of Officers

Motion to elect Jenine Windeshausen to serve as Chair for the next term.
Flecklin/MacHold/Unanimous

III. Public Comment

Ken MacHold introduced Ron Ashford, who will be taking his place as the Deputy Sheriff's representative.

Jenine introduced Kathy Martinis, the new Auditor-Controller for Placer County.

Other committee members introduced themselves.

No other public comment.

IV. CalPERS Plan – Status

Paychecks coming out today reflected the first CalPERS 401K deduction.

A clarification was made that one vendor only must be used for all 401K deductions and one vendor only for 457 deductions. This arrangement is due to internal constraints, and not due to any contract provisions with either vendor or IRS ruling.

Ann said that Personnel is in the process of compiling a report that will show the accumulated contributions for each employee, and will indicate when an employee is in danger of deferring more income than is allowed. It is hoped that a test can be run for this report on Pay Period 13.

Ann reported that we ended up with 169 enrolled in CalPERS 401K and 164 enrolled in CalPERS 457 to date. In Hartford, there are 968 in the 457 and 1,176 in the 401K. Ann said she processed approximately 20-25 account transfer forms for the Hartford 457 plan. Transfer forms have not been received yet for the Hartford 401K. Jenine asked Ann to make up a report for the Committee that shows the response from employees as a result of adding a second vendor.

In lieu contribution – Ann said that for the employees that signed up for the 401K with CalPERS, since CalPERS wasn't as yet on line for the last three months of 2000, 4 in-lieu contributions went in all at once on pay period 14.

V. Hartford Plan – Status

Ann will be contacting Hartford for a clarification on how they will be handling notification to the employees of the fee reimbursement that is retroactive back to June 1st of 2000, according to our contract. After Ann hears back from Hartford the Committee will work up a flier to be sent out with employee paychecks explaining the rate reimbursement.

Therese suggested that we find out about our contract status with regard to getting out of the annuity platform. We need to follow up with Hartford to finish a new contract that deletes all annuity language.

Ann will also be talking to Hartford about our amendment to the 401K contract that would change the 15% contribution limitation to 25%.

Therese suggested that when we send out the employee flier about retroactive fees that we send out a current fee schedule for both the Hartford plan and the CalPERS plan. Nancy suggested also that at the same time we should bring employees up to date on what is happening with the new CalPERS plan.

After Ann talks to Hartford, Jenine will work up the employee fliers and e-mail drafts to committee members for their comments.

Ann passed around summary statements for the period July-September 2000 for Hartford 457 and 401K.

VI. By-Law Changes – Update

Jenine reported that the by-law changes previously discussed will be on the upcoming agenda for the Board of Supervisors.

VII. RFP Process for Other Possible Providers

Motion to table the RFP process for the time being and revisit the issue in six months.

MacHold/Flecklin/Unanimous

VIII. Employee Education

Ann reported on our response to CalPERS with regard to employee education. Group meetings and individual appointments will be held in February, September and possibly December. Information will be put in the Placer Gold Newsletter and fliers will be included with paychecks to inform employees about dates and times. The group meetings will cover subjects such as "5 Common Investor Mistakes", "Investment Basics", "457 Enrollment Presentation" and "Exit Review (separation and termination possibilities)". CalPERS will arrange whatever we want in the way of education.

Hartford also puts together their own education presentations and, for the convenience of the employees, they will be scheduled during the same time frame (February, September and December).

It was decided that the Committee should meet on a quarterly basis from now on unless there is a hardship case or other action that requires a vote. The next scheduled meetings for 2001 will be April 5, June 28 and October 4 at 9:00 a.m.

The meeting was adjourned at 11:15 a.m.